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United States Department of Agriculture
Library

NEWSLETTER
Vol. 6, no. 1
January 17, 1918

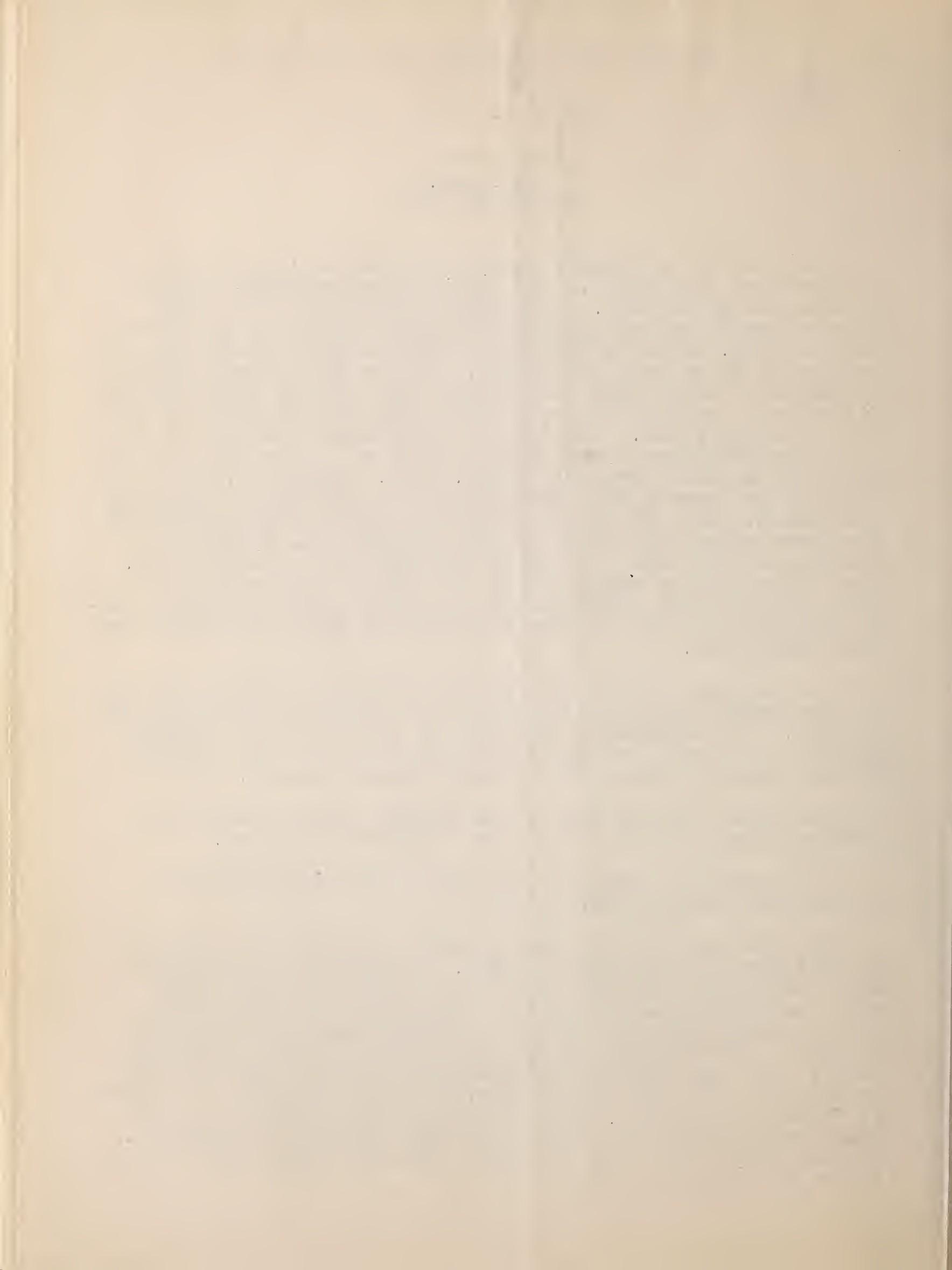
There are an unfortunate number of changes in personnel to be mentioned this month. The Main Library has lost a number of assistants recently. Miss Warren, who has been in the library for 10 years, resigned on January 1st to go to the Ordnance Bureau. Miss Leonard, one of our stenographers, has left us to go to Farm Management. And we still have a number of positions which have been vacant for a longer time and are filled only temporarily owing to the lack of eligibles on the Civil Service rolls. We have been fortunate, however, in filling these positions temporarily, though as yet we have no stenographer in Miss Leonard's place. Mrs. Cornelia K. Moore and Miss Lucile Warnock have been recently appointed as temporary assistants. Mrs. Moore has worked in the Cornell library and for three years had charge of the Entomological library at Cornell, at the same time doing entomological research work. Miss Warnock is an assistant in the Library of the Kansas State Agricultural College, and is taking advantage of the temporary position here to become acquainted with our Library and with Washington.

Miss Margaret Doonan of the Dairy Division Library has gone to the Council of National Defense to assist in organizing its Library. It is possible that she may return to the Division later. At present her place is being taken by Miss Sherfy, who has been for some time in the Division Library.

Miss Janet O'Brien from the Wisconsin Library School is working temporarily in the Bureau of Markets Library.

As a temporary assistant the States Relations Service Library has secured Mrs. ~~friend~~.

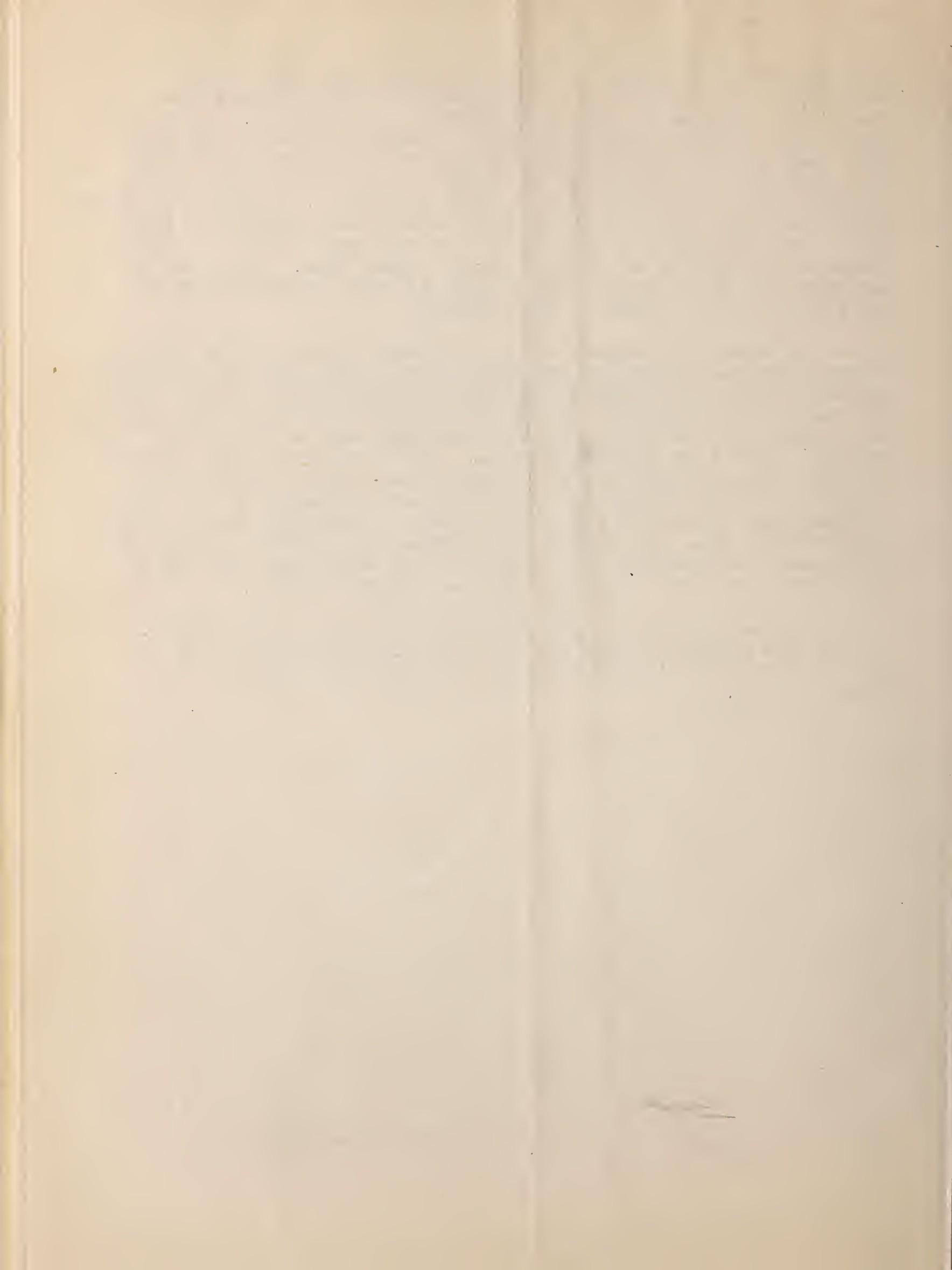
The Department Library has recently expanded its catalogue by utilizing two additional cases. We hope that this extra space will last for some time, as it is not obvious where more could be placed. The two cases used (Library Bureau ones to match the rest of the catalogue) were already in the Library - fortunately, for we are no longer able to purchase them). One was released by Miss Newman, who is using another kind of case for her index cards, and the other by the transfer of "dead" interlibrary loan records to some of the sectional cases, which have been stored for some time in the basement. Another "pile" of these sectional cases is being used in Room 2 for the storage of supplies.



The Department Library has just had made some new wooden shelving - only a little - to fit against the pillars between the windows on the South side of the library. These are made with fixed shelves, and are therefore not well adapted for shelving the regular collection, but they are to be used for part of the collection of horticultural catalogues, thus leaving some of the regular shelves available. A few more cases are to be made to fit in the space where Miss Breedin's desk has been, and some wooden cases for the tops of some of the Snead cases, which still have their heads bare. In order to utilize the extra space thus gained it will be necessary to move most of the books in the library.

It is earnestly requested that if any of the branch librarians receives a book or periodical which she has not requested she will return it ^{to} ~~of~~ the Department Library with a note that it was sent by mistake. The probability is that the publication was placed in the wrong pigeon hole, and that some one is waiting for it in another bureau. If it is sent back without comment the assistant at the Loan or Periodical desk thinks that it is being returned by the bureau for which it was intended, and it may be some time before an inquiry reveals what the trouble was. Of course the mistake in the first place is made when the publication is put in the wrong box, and we do not intend to let it happen, but sometimes it does.

The Annual report of the Librarian has just been issued. If any one wishes a copy and has not already received it it may be obtained from Miss Barnett or from the Division of Publications.



Miss Stubbs

TO THE LIBRARY WORKERS OF THE U. S. DEPARTMENT OF AGRICULTURE

For the information of those who were not present at the meeting of the Library staff on January 17, the following statement is made.

We all realize that the world has in these times great purposes and great necessities. In the fulfilment of these, each one of us burns with zeal to have a part. So many are the forms personal service may take, that it is hard to choose from among them. The daily work has brought to some of us, but not to all, new duties directly connected with the war. Are there other professional opportunities that have escaped our notice because they are so near to us? As librarians, experienced in the care and in the use of agricultural literature, is it not worth while to survey our own field, and if we find urgent need, to expend upon it whatever training and experience we have at our command? We do, now, try to do our work well and we know that no special work is possible except upon the sure foundation of a routine soundly planned and conscientiously executed. Is this enough? At any rate, it does not satisfy. We wish to feel the satisfaction of direct personal service. We do not demand that our part shall be great but we wish to feel that it is direct. We must at least see where and how our routine work fits into some larger scheme of patriotic service.

We know that there is a never ending appeal for more and still more food production. A great task devolves upon agriculture. Our own Department and the State colleges of agriculture are looked to for leadership. Is there any way in which our services can save the time and strengthen the efforts of those upon whom leadership falls? Librarians not accustomed to its use now need agricultural literature. Is there any way in which we can help them to a knowledge of it? Does the day's work bring up questions for which we have no answer ready but for whose recurrence it might even now be worth while to provide? Time saving counts for so much! If we find many and various answers to these questions, how can we select the task which is most urgent and how can we work together to accomplish it?

Questions such as these formed the theme of the meeting. After some dis-

cussion, Miss Barnett was asked to appoint a committee to solicit suggestions from the library workers of the Department and to assemble these so that definite action may be based upon them. Two general questions are therefore submitted to you by the undersigned. Please state rather fully the reasons for the suggestions you make so that their full significance may not be missed by those who are not familiar "with your lines of work. The following have been mentioned and may serve to suggest others:

Check lists of publications issued by State boards of agriculture, horticulture, etc.

Librarians of a number of agricultural colleges have expressed a need of these in recent years. They are called upon now, more than ever, for information about popular agricultural bulletins. Such lists would serve as a starting point for making up subject lists which now have to be begun from the foundation. They would be a great help to cataloguers. Compilation of such lists could best be done at some central place, and while the collection of the Department is not complete, it is probably more nearly so than any other.

Lists of available material dealing with methods of tillage and soil fertilization which are productive of quickest results in increasing crop yields.

Requests for available literature on various subjects are frequent. Would it not be well to prepare annotated subject lists of federal publications on various subjects, some one person assuming the responsibility of keeping such lists up to date? "Availability" would have to be inquired into every time any list could be used, as reprints of exhausted publications are frequent and other supplies are exhausted. It would be useful to have a list ready as a starting point.

Indexes to illustrations suitable for reproduction.

Requests for these are not infrequent. Subjects asked for are various. There is no present source of information.

Committee: E. L. Ogden, Chairman.
 C. L. Feldkamp.
 M. R. Newman.

Please send to any member of the committee before February 1, answers to the following questions:

1. What special bibliographies or lists of publications are now kept up in your library or, as far as you know, in the offices of the bureau which you represent.
2. What other undertakings of this kind would be useful? Do you feel the need in your own work of sources of information that might be supplied by the main library or by branch libraries in the Department?

UNITED STATES DEPARTMENT OF AGRICULTURE
LIBRARY

NEWSLETTER
Vol. 6, no. 2
March 14, 1918.

We are sorry to be obliged to report more resignations from the Dept. Library. Miss Stockbridge has been recently transferred to the Solicitor's Office, where she is helping with the correspondence files. Miss Newman goes on the 16th to the Office of Horticulture and Pomology to do bibliographical and library work. Frank Sheehan, who had been in the Library for nearly ten years, first as a messenger boy and then as assistant in binding, resigned his position on February 1st. Temporary appointments have been made of Miss Stubbs who assists at the Periodical Desk, Miss Martin who is at present helping at the Loan Desk, and Miss Snougrass for stenographic work and typewriting. Miss Martin is from Davenport, Iowa, Public Library, and expects to go back to that library after a short time with us. Miss Warnock, who was here from the Kansas State Agricultural College Library, returned after being with us a month.

The S.R.S. Library reports that a Monthly list of Extension publications for January and one for February have been mimeographed and will soon be distributed.

The following plea is issued from the Loan Desk. Probably the Bureau Libraries will have the same or similar ones to fire back at us. Please make the references which you send in as complete as possible, as, for instance requests for the Berichte Deutsche chem. gesellschaft. If only the year is specified the note or telephone inquiry as to what page is wanted takes time and causes delay, but is necessary because there are three large volumes of this a year. Call numbers incorrectly given are also causes of delay. Please send a note if it will do as well as a telephone message. Remember that at the time you telephone we may have six impatient men and boys with rush requests standing about.

The Library was so elated by its record of the number contributing to the Red Cross fund that it resolved to better it, and Miss Thompson now has 100% of the regular staff, and most of the temporary members on her list as regular contributors.

April 7, 1918

Richard Umhau, who has been in the Library for several years and is the last of our "older boys" has enlisted and gone to the War Dept. to work.

Miss Ruth Ralston has been appointed as a temporary junior library assistant.

Miss Florence Thompson and Miss Mary Lacy were lent by the Dept library to the Public Information Service on April 1st to assist in the preparation of a directory of government work and workers for the use of the Service bureau of that office, which is to be opened soon in the old Pennsylvania ticket office at 18th and G sts. Miss Lacy has just returned to us ~~xxxxxx~~ but Miss Thompson is to stay a little longer. Miss Spilman of the Dept. of Justice library has been in charge of the work. Miss Allen of the B.P.I. Library has been kind enough to come over and help out in the Reading Room, while Miss Lacy has been away.

Several of the people in the Library have begun work on the check list of publications, and Miss Thompson is overseeing them which keeps her from ennui.

The boys have made considerable progress during the last few weeks in moving the books along on the shelves in order to use the room gained by placing the hort. catalogues in new cases along the walls. Several badly crowded spots have been relieved and, of course, the familiarity of the staff with the exact ~~xxxxxx~~ place on the shelves of certain much used books has been disturbed, ^{re} and we have to adjust our automatic actions.

The shelves which have been put in ~~in~~ front of the windows in the ^{main} book room, are proving a convenience to persons who want to ~~xxx~~ use books for a few moments in the stacks.

United States Department of Agriculture,
Bureau of Markets,
Washington, D. C.

March 28, 1918.

N O T I C E

All employees of the Bureau of Markets who have rooms which can be rented will please list them with Miss Lyne in Room 505.

It is becoming increasingly difficult to place our new employees in comfortable homes and it is hoped that all available rooms may be listed in order to alleviate the situation as far as possible.

In submitting data regarding this matter, please include particulars about the amount of rent, location of room, location of nearest place where meals may be obtained, special conveniences offered and any other items of interest.

Charles Bland
Chief of Bureau.

UNITED STATES DEPARTMENT OF AGRICULTURE
LIBRARY

NEWSLETTER
Vol. 6, no. 4
May 25, 1918.

Miss Knepper who has been in the Library for a good many years has resigned and was married on May 13th to Prof. Jeniger, formerly of the Oregon Agricultural College. They expect to live in Cleveland but Dr. Jeniger may go into war work and be stationed at Mineola.

We are about to lose Mrs. Moore, who has been in the Library for several months, she leaves us on Friday to join her husband who is coming to a camp in South Carolina from the far west. She may possibly return to the Library later. Mrs. Moore has recently been assisting at the Loan Desk in place of Miss Swart, who has been in charge at the current periodical desk while Miss Beckwith is absent on account of illness. Miss Beckwith will probably not be able to return to the Library before the first of July.

Miss Ralston, who was a temporary assistant in the Dept. Library has also left us.

A new messenger boy appointed in the Library is Thomas Froley.

Miss Lacy and Miss Florence Thompson, who assisted the Service Bureau of the Committee on Public Information in preparing its directory of government activities, have come back to the Library, where they are much needed. While Miss Lacy was away Miss Allen of the B. P. I. Library came over to help us out, otherwise we could hardly have survived.

Mrs. Eva Thayer Shively, formerly of the Kansas City Public Library, has been appointed library assistant in the Bureau of Markets library, pending certification.

The Dept. Library has just sent to the Food Administration Library, Publicity Director (Miss Guerrier) a list of recent publication on food, which the Food Administration will probably multigraph and send out to the Publicity directors, as they did a previous list. The bulk of the items were extension publications, note of which was obtained from the S. R. S. monthly list of state extension publications. A list on "Fish as Food" prepared by the Bureau of fisheries library, but worked over here, has also been sent to the Food Administration for mimeographing.

The first Library leaflet has just been issued, as you have probably noticed. It is called "Raise chickens". It does not pretend to contain any new material - the purpose is simply to call attention to Department bulletins on the subject. Miss Lacy did it. Sheep and Pigs are nearly ready.

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District of Columbia Library Association

Occasion: Annual excursion

Place: Camp Meade

Date: June 22d, 1918.

Time: A chartered trolley car will leave the Baltimore and Annapolis Terminal, 14th & New York Ave., 2 P.M. Returning about 8 P.M.

Cost: 97 cents plus such refreshments as each individual may desire to purchase. The cafeteria at the Y.W.C.A. Hostess House serves cold lunches from 4:30 to 5:30 P.M. Hot dishes can be had from 5:30 on, serve-yourself style. No tables reserved in advance. There is also a refreshment booth near the trolley terminal at Camp Meade.

Attractions: Cool-non-stop trip
Personally conducted
Agreeable company
Model camp and camp library.

We must guarantee a minimum of forty fares. Reservations should be made as early as possible.

Every person going on the trip will be expected to provide himself with a regular return ticket which can be purchased at the W.B. & A. ticket office, 14th & N.Y. Ave. (97 cts.)

Please fill out and return the enclosed post card at once.

Executive Committee.

Miss C. R. Bassett

UNITED STATES DEPARTMENT OF AGRICULTURE

LIBRARY

NEWSLETTER
Vol. 6, no. 6,
Dec. 5, 1918.

The Newsletter should be short this afternoon, so as to leave for Mr. Kearney all the time possible. But if it tried to enumerate all the changes in the staff, it would take a good while to read it. Therefore we will omit mention of some of the "temporaries". The messenger situation has been and is acute. We have lost all the boys we used to have, and now have only two, both of whom are new. Is it to be wondered at that we sometimes cannot find our books? We have some reason to hope, however, that we may eventually recover one or two of our older boys. Miss Parker resigned the first of July to go to California to live with her family. The wealthy War Department, has taken from us Miss Foster, Mrs. Pfirrman, and Miss Miriam Smith, the two latter having been with us only a short time. And Miss Leona Clark has just left us for auditing work in the Treasury Department. To look on the brighter side of the picture, the following have been appointed to positions here, and are still with us as yet: Miss Margaret Olcott, Miss Ruth A. Davis, Miss Helen D. Lauman, Miss Florence J. Lacy, Miss Gertrude Barnes, Miss Gertrude Brandes and Mr. Eugene Upton. Miss Olcott worked for us for several months last year and then went to the University of Illinois, working in the library there and attending the library school. Miss Barnes was also with us for a little while a few years ago, and since has been in the Hygienic Laboratory. Miss Sherman, librarian of the Bureau of Markets has been absent for several months on account of her health. We are glad to hear that she is improving. Miss Ray of the B. P. I. Library is doing Red Cross work in France.

Library leaflets nos. 2 to 7 have been published during the summer - "Raise Pigs", "Raise sheep", "Bread and cereals", "Vegetables and fruits", "Meat and meat substitutes", "Fats and sugars". They are little 4 page circulars with readable matter calling attention to Department publications on the subjects mentioned. They have nice colored pictures on the cover which are supposed to arouse the interest of the indifferent public. The text is the work of Miss Lacy.

Through the efforts of the A. L. A. Committee, we had succeeded in obtaining from Holland and Switzerland some 1918 German periodicals even before the signing of the armistice. We hope soon to get the rest of our list, and that the 1919 ones may come regularly. The 1916 and 1917 numbers are we hope stored up somewhere waiting the opportunity for sending, and these too we have hopes of receiving before long.

The Department under Mr. O. C. Stine of Farm Management and Mr. Shantz and Mr. Collins of the B. P. I. has had charge of the Agricultural Section of the investigations of Col. E. M. House's "Inquiry" in preparation for the Peace settlement.

The work has been separated into two parts, one dealing with the natural vegetation and the other with the agricultural resources of all kinds including livestock of the problem areas. Mr. Shantz and Mr. Colling have made vegetation maps of Africa showing natural vegetation in which work Miss Oberly and her staff cooperated. Mr. Stine and his co-workers have prepared maps of practically all of

the problem areas including the Balkans, Turkey, Mesopotamia, Turkey and Greece. In this work Miss Feldkamp and the Main Library have co-operated. Many of these maps were highly complimented by those in charge of the "Inquiry" and were taken over on the George Washington, with the President. The maps which are not yet finished will be sent over before the first of January.

This work has been extremely interesting and it is hoped that it may be of permanent use for reference as we plan to work into bibliographies the references to the agricultural literature of these regions, which have been collected for the use of those who have had the map making in charge.

